



भारत का राजपत्र The Gazette of India

प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

5/8/02

सं० 12] नई दिल्ली, शनिवार, मार्च 23, 2002 (चैत्र 2, 1924)
No. 12] NEW DELHI, SATURDAY, MARCH 23, 2002 (CHAITRA 2, 1924)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।
(Separate paging is given to this Part in order that it may be filed as a separate compilation)

भाग IV [PART IV]

गैर-सरकारी व्यक्तियों और गैर-सरकारी संस्थाओं के विज्ञापन और सूचनाएं
[Advertisements and Notices issued by Private Individuals and Private Bodies.]

NOTICE

NO LEGAL RESPONSIBILITY IS ACCEPTED FOR THE PUBLICATION OF ADVERTISEMENTS/PUBLIC NOTICES IN THIS PART OF THE GAZETTE OF INDIA. PERSONS NOTIFYING THE ADVERTISEMENTS/PUBLIC NOTICES WILL REMAIN SOLELY RESPONSIBLE FOR THE LEGAL CONSEQUENCES AND ALSO FOR ANY OTHER MISREPRESENTATION ETC.

BY ORDER
Controller of Publication

नाम परिवर्तन

मैं, अब तक प्रफुल्ल ईसाक नेहमाई के नाम से ज्ञात, सुपुत्र श्री ईसाक नेहमाई कार्यालय (क्यू सी 2) आर्टिफैक्ट्री अम्बागरी, नागपुर-2 में परोक्षक पद पर कार्यरत निवासी कांकात पत्नी :- क्वा० नं० 7/22/8/ डाईप II, डिफेंस परिसर अंबागरी, नागपुर-21 ने अपना नाम बदल लिया है और इसके पश्चात् मेरा नाम प्रफुल्ल आश्वयंक नेहमियाह होगा।

1-510 GI/2001

प्रमाणित किया जाता है कि मैंने इस बारे में अन्य कानूनी बातों को पूरा कर लिया है।

प्रफुल्ल ईसाक नेहमाई
[हस्ताक्षर (वर्तमान पुराने के अनुसार)]

CHANGE OF NAMES

I hitherto known as BHIKARI SINGH S/o Shri LAKHAN SINGH, employed as Postal Asstt. in the Postal Department at Budaun Head Office, residing at Mohalla Nekpur Gali No. 1, Civil Lines, Budaun, have changed my name and shall hereafter be known as BHUVNESH KUMAR SINGH

It is certified that I have complied with other legal requirements in this connection.

BHIKARI SINGH
[Signature (in existing old name)]

I, hitherto known as RANJIT S/o Late SAHADEB, employed as Cabman in the Station Gankar, E. Rly., residing at Rly. Quarter No. 13-C, Gankar Rly, Colony, Vill. Mirzapur, P.O. Gankar Dist. Murshidabad, State West Bengal, have changed my name and shall hereafter be known as RANJIT CHAKRABORTY.

It is certified that I have complied with other legal requirements in this connection.

RANJIT

[Signature (in existing old name)]

I, hitherto known as JAGAT NARAYAN S/o Late RAM PROBESH, employed as T.P.M. 'A' in the O/o the Chief Yard Master, South Eastern Railway, Santragachi under Sr. Divl. Operations Manager, South Eastern Railway, Kharagpur, residing at Railway Quarters No. C/I/3 Top at Santragachi, P. S. Jagacha, Dist. Howrah, have changed my name and shall hereafter be known as JAGAT NARAYAN YADAV.

It is certified that I have complied with other legal requirements in this connection.

JAGAT NARAYAN

[Signature (in existing old name)]

I, hitherto known as SOMNATH S/o Late BIJULI, employed as L. R. Safaiwala in the O/o the Divisional Commercial Manager, South Eastern Railway, Kharagpur, residing at Nimpura Dairy Firm, Halijan Bastee, Kharagpur, have changed my name and shall hereafter be known as SOMNATH GHADAI.

It is certified that I have complied with other requirements in this connection.

SOMNATH

[Signature (in existing old name)]

I, hitherto known as DAL SINGER S/o Late JITTU DAS, employed as M. C. M. T/No. 1233 in the District Controller of Stores, Eastern Railway, Halisahar, residing at Chain Gate (Fish Market) P. O. Kanchrapara, Dist. 24 Parganas (North), West Bengal, Pin-743 145, have changed my name and shall hereafter be known as DAL SINGER DAS.

It is certified that I have complied with other legal requirements in this connection.

ITI of DAL SINGER

I, hitherto known as SHRI MAKARAJ S/o Late CHATU RAJ, employed as Mazdoor in the 14 FAD C/o 99 APO, residing at Vill. Patharkuwari, P.O. Moukhuli, Dist. Kamrup, have changed my name and shall hereafter be known as SHRI ADIT RAI.

It is certified that I have complied with other legal requirements in this connection.

ITI of SHRI MAKARAJ

I, hitherto known as SRI GOBINDA CHANDRA BEHERA S/o Late M. C. BEHERA, employed as Fitter, Gr I in the Telecom Factory, Gopalpur, 71/7, B.B.T. Road, 24 Pgs. (S), Pin-743382, residing at 46, Monashatala Lane, Kolkata-700 023, have changed my name and shall hereafter be known as SRI GOBINDA CHANDRA KAR.

It is certified that I have complied with other legal requirements in this connection.

SRI GOBINDA CHANDRA BEHERA

[Signature (in existing old name)]

I, hitherto known as JAWAHAR LAL S/o Late SANT LAL SRIVASTAVA, employed as A.G. I (D) in the Food Corporation of India, Dist. office Kanpur, residing at 105/36, Prem Nagar, Kanpur, have changed my name and shall hereafter be known as JAWAHAR LAL SRIVASTAVA.

It is certified that I have complied with other legal requirements in this connection.

JAWAHAR LAL

[Signature (in existing old name)]

I, hitherto known as RAVI S/o Late ARJUN NAYAK, employed as Hospital HSC, Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, residing at Central Hospital S. E. Rly. Garden Reach, Kolkata-43, have changed my name and shall hereafter be known as RAVI NAYAK.

It is certified that I have complied with other legal requirements in this connection.

RAVI

[Signature (In existing old name)]

I, hitherto known as CHAKANAND S/o Late TUNU BAG, employed as Hospital AMB, Sterber Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, residing at Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, have changed my name and shall hereafter be known as CHAKANAND BAG.

It is certified that I have complied with other legal requirements in this connection.

CHAKANAND

[Signature (In existing old name)]

I, hitherto known as SRI SHANKAR SIL S/o Late L. M. SIL, employed as Hospital Attendant, Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, residing at Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, have changed my name and shall hereafter be known as SRI SANKAR DEB NATH.

It is certified that I have complied with other legal requirements in this connection.

SRI SANKAR SIL

[Signature (in existing old name)]

I, hitherto known as SUBHASH CHOWDHURY S/o PANNA LAL DAS, employed as Hospital Attendant, Central Hospital, S.E., Rly. Garden Reach, Kolkata-43, residing at Central Hospital, S.E. Rly. Garden Reach, Kolkata-43, have changed my name and shall hereafter be known as SONA LAL DAS.

It is certified that I have complied with other legal requirements in this connection.

SUBHASH CHOWDHURY

[Signature (In existing old name)]

I, hitherto known as VANDANA DAWAR W/o Shri RAJIV DAWAR, employed as Translator in Lok Sabha Secretariat, residing at III-F 228-A, Nehru Nagar, Ghaziabad, have changed my name and shall hereafter be known as Dr. VANDANA GROVER DAWAR.

It is certified that I have complied with other legal requirements in this connection.

VANDANA DAWAR
[Signature (In existing old name)]

I, hitherto known as MANBAR SINGH S/o Shri HARI SINGH KATHAIT, employed as Daftry in the office of Hon'ble Chairman, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi, residing at Quarter No. 158, Road No. 4, Andrews Ganj, New Delhi, have changed my name and shall hereafter be known as MANBAR SINGH KATHAIT.

It is certified that I have complied with other legal requirements in this connection.

MANBAR SINGH
[Signature (in existing old name)]

I, hitherto known as RAJU JADEV S/o Late SIVRAM, as Safaiwala in the S. E. Rly. Under D.M.O. Kharagpur, Dist. Midnapur, residing at C/o Haji Sahabka Bari Vill. Sultanpur, P.O. Jagachha Dist. Howrah-711311, have changed my name and shall hereafter be known as RAJU JADAB.

It is certified that I have complied with other legal requirements in this connection.

RAJU JADEV
[Signature (in existing old name)]

I, hitherto known as MANOHAR KANNUR S/o KRISHNAJI KANNUR, employed as postman in the department of post, Udyambag Belgaum-08, residing at C/o Sulkar Building station Road, Khanapur, Dist. Belgaum, have changed my name and shall hereafter be known as MANOHAR KRISHNAJI KULKARNI.

It is certified that I have complied with other legal requirements in this connection.

MANOHAR KANNUR
[Signature (In existing old name)]

I, hitherto known as KOTA RAJYALAKSHMI W/o/D/o KOTA CHIRANJEEVI, residing at Plot No. X MIG-71, Ex-Service New Colony, Gajuwaka, Visakhapatnam-26, have changed my name and shall hereafter be known as KOTA SUNITHA.

It is certified that I have complied with other legal requirements in this connection.

KOTA RAJYALAKSHMI
[Signature (In existing old name)]

I, hitherto known as OMMI SIMHACHALAM W/o/D/o OMMI SATYANARAYANA, residing at D/No. 34 16-8, Berril Street, Gyanapuram, V. S. P-04, have changed my name and shall hereafter be known as OMMI CHANDRAKALA.

It is certified that I have complied with other legal requirements in this connection.

OMMI SIMHACHALAM
[Signature (in existing old name)]

I, hitherto known as GOURI SHANKAR PRASAD S/o Late BIRJAN PRASAD, employed as Shunter under Section Engineer (Loco), Beliaghata/E. Railway/Sealdah in the Beliaghata Diesel Shed. Sealdah, Kolkata, Eastern Railway, residing at 386/E, Ultadanga Railway Quarters, P. O. Belgachia, P. S. Ultadanga, Kolkata-700037, West Bengal, have changed my name and shall hereafter be known as HARI SHANKAR PRASAD.

It is certified that I have complied with other legal requirements in this connection.

GOURI SHANKAR PRASAD
[Signature (in existing old name)]

I, hitherto known as SRI KUSHO S/o Late ARJOON, employed as M/Safaiwala in the Matoon Gr. I, Main Hospital, S. E. Railway/Kharagpur residing at Rly. Qr. No. N/3, Unit-D, Hijli Railway Colony, Hijli, have changed my name and shall hereafter be known as SRI KUSHO GHORAI.

It is certified that I have complied with other legal requirements in this connection.

LTI of SRI KUSHO

I, hitherto known as (Mrs) DROPADI DEVI W/o Mr. PRAKASH CHANDRA TRIPATHI, employed as Principal Matron in the Military Nursing Service, residing at Military Hospital Ambala Cantt, have changed my name and shall hereafter be known as Mrs. DROPADI TRIPATHI.

It is certified that I have complied with other legal requirements in this connection.

(Mrs) DROPADI DEVI
[Signature (in existing old name)]

I, hitherto known as DALIP SINGH BHADORIA S/o SHIVPAL SINGH BHADAURIA, employed as Lecturer in the Father Agnel Polytechnic College, Gautam Nagar, New Delhi, residing at RZF 769/3C Raj Nagar-II, Palam Colony, New Delhi-110045, have changed my name and shall hereafter be known as DALIP SINGH BHADAURIA.

It is certified that I have complied with other legal requirements in this connection.

DALIP SINGH BHADORIA
[Signature (in existing old name)]

I, hitherto known as TARUNA BHATIA W/o ASHOK BHATIA, residing at House No. 5L-108, NIT Faridabad, Haryana, have changed my name and shall hereafter be known as TANU BHATIA.

It is certified that I have complied with other legal requirements in this connection.

TARUNA BHATIA
[Signature (in existing old name)]

I, hitherto known as SUNIL CYRIL SOLOMON S/o DANIAL DAVID SOLOMON, residing at House No. 300, Sector 15, Faridabad (Haryana), have changed my name and shall hereafter be known as ANANT CYRIL SOLOMON.

It is certified that I have complied with other legal requirements in this connection.

SUNIL CYRIL SOLOMON
[Signature (in existing old name)]

I, hitherto known as RAJEEV KUMAR MASUTA S/o Shri S. R. MASUTA, employed as Deputy Commandant in the India Coast Guard on board Coast Guard ship Vajra, residing at 349/2 Dera Bassi, District : Patiala (Punjab), have changed my name and shall hereafter be known as RAJEEV SAINI.

It is certified that I have complied with other legal requirements in this connection.

RAJEEV KUMAR MASUTA
[Signature (in existing old name)]

I, hitherto known as SURYA KUMAR BEHARA S/o Late PRAKASH CHANDRA BEHARA, employed as Electric Driver in the D.E.E. (Optg)/S. E. Railway, Kharagpur, residing at Qr. No. 436/4, Jhapatapur, Post : Kharagpur, Dist : Midnapur, have changed my name and shall hereafter be known as SURYA KUMAR PATTANAYAK.

It is certified that I have complied with other legal requirements in this connection.

SURYA KUMAR BEHARA
[Signature (in existing old name)]

I, hitherto known as RADHA MOHAN RAM S/o Late GULJAR CHOUDHARY, employed as R.M.S. "SG" Divn. Siliguri, residing at Naya Basti, P.O. Champasari, Siliguri-734403, Dist. Darjeeling, have changed my name and shall hereafter be known as RADHA MOHAN CHAUDHARY.

It is certified that I have complied with other legal requirements in this connection.

RADHA MOHAN RAM
[Signature (in existing old name)]

I, hitherto known as DILIP KUMAR SENAPATI S/o Late TRILOCHAN SENAPATI, employed as Industrial Staff India Govt. Mint, Alipore, Kolkata-700 053, T. No. 1991 Deptt. Annealing, residing at 18/H/6, Michael Dutta Street, Kidderpore, Kolkata-700 023, have changed my name and shall hereafter be known as DILIP SENAPATI.

It is certified that I have complied with other legal requirements in this connection.

DILIP KUMAR SENAPATI
[Signature (in existing old name)]

I, hitherto known as NP MEENA ROHINI PARVATHY W/o Mr. S. SHANKAR, employed as LDC in the Ministry of Defence, residing at 117 A, Pocket IV, Mayur Vihar Phase-I, Delhi-91, have changed my name and shall hereafter be known as MEENA SHANKAR.

It is certified that I have complied with other legal requirements in this connection.

NP MEENA ROHINI PARVATHY
[Signature (in existing old name)]

I, hitherto known as KAJAL D/o Shri OM PARKASH, residing at A 3/8, Rana Prataup Bagh, Delhi-7, have changed my name and shall hereafter be known as SHIRAN KURSUA.

It is certified that I have complied with other legal requirements in this connection.

KAJAL
[Signature (in existing old name)]

I, hitherto known as SHANTI DEVI W/o Shri JAI PAL SINGH, residing at Village Ghitora, Tehsil—Khekhra, District—Baghat (UP), have changed my name and shall hereafter be known as Ms. RAJESH.

It is certified that I have complied with other legal requirements in this connection.

RTI of SHANTI DEVI

I, hitherto known as Smt. TRIVENI DEVI W/o Late HIROW PRASAD, employed as DSL Mech. Skilled/Gr. III T/No. 21/401 in S.E. Rly. Workshop—Kharagpur, residing at Holding No. 78, Ward No 16, Nayapara Kumar Para, Kharagpur, Distt Midnapur, West Bengal, have changed my name and shall hereafter be known as Smt. TRIVENI DEVI KAUSHAL.

It is certified that I have complied with other legal requirements in this connection.

TRIVENI DEVI
[Signature (in existing old name)]

I, hitherto known as ASIT AREN S/o Sh. AJAI KUMAR AREN, residing at Pocket-C, 242-A, Mayur Vihar Phase-II, Delhi, have changed my name and shall hereafter be known as AMIT AREN.

It is certified that I have complied with other legal requirements in this connection.

ASIT AREN
[Signature (in existing old name)]

I, hitherto known as ASHOK KUMAR S/o Sh. BHOOP SINGH, employed as Sr. Engineer in the Engineers India Ltd., New Delhi, residing at Prime-II Apartment, Flat No. B 2, 118, Radhey Shyam Park, Sahibabad, Ghaziabad (U.P.), have changed my name and shall hereafter be known as ASHOK KUMAR YADUVANSI.

It is certified that I have complied with other legal requirements in this connection.

ASHOK KUMAR
[Signature (in existing old name)]

I, hitherto known as R. P RAY S/o Late PROVAS CHANDRA RAY, employed as Jr Works Manager in the Ordnance Fy. Ambajhari, Nagpur-21, residing at B/6, Liberty Enclave, Khamla Nagpur-25, have changed my name and shall hereafter be known as R. P. ROY.

It is certified that I have complied with other legal requirements in this connection.

R. P. RAY
[Signature (in existing old name)]

I, hitherto known as DOPPAI A KRISHNA MURTHY S/o SRI D. PULLAIAH, employed as Branch Postmaster in the Kavuluru Village, residing at Kavuluru Village Krishna District, Andhra Pradesh, Pin : 521 228, have changed my name and shall hereafter be known as DOPPAI A JOHN CHRISTOPHER.

It is certified that I have complied with other legal requirements in this connection.

DOPPAI A KRISHNA MURTHY
[Signature (in existing old name)]

CHANGE OF RELIGION

I, DOPPALA KRISHNA MURTHY S/o SRI D. PULIAIAH, employed as Branch Postmaster in the Kavuluru Village, residing at Kavuluru Village, Krishna District, Andhra Pradesh, Pin : 521 228 do hereby solemnly affirm and declare that I have embraced Christianity and renounced Hinduism with effect from 16-05-1994.

It is certified that I have complied with other legal requirements in this connection.

DOPPALA KRISHNA MURTHY

CORRIGENDUM

Read as New Name ROOHI JINDAL D/o RAJESH KUMAR JINDAL Instead of ROOCHI JINDAL D/o RAJESH KUMAR JINDAL, Change of Name Notice Published in the Gazette of India Part IV Dated 16-2-2002 at Page 34, Column-I.

नेशनल सिक्यूरिटीज क्लियरिंग कारपोरेशन लिमिटेड

पंजीकृत कार्यालय : एक्सचेंज प्लाजा, सी-1, ब्लॉक जी, बान्द्रा-कुर्ला
कॉम्प्लेक्स, बान्द्रा (पूर्व), मुम्बई-400 051

एनएससीसी (फ्यूचर्स और ऑप्शन्स खंड) विनियम में विहित उपबंधों को नीचे दी गई सीमा तक संशोधित किया जाता है : —

(1) अध्याय 5 के शीर्षक को “बाज़ार निपटान का दैनिक अंकन और भावी संविदाओं के अंतिम निपटान” से संशोधित करके “भावी संविदाओं का निपटान” किया जाता है।

(2) (1) निम्नलिखित नए विनियम को विनियम 5.4 के रूप में प्रविष्ट किया जाता है;

5.4 भावी संविदाओं का निपटान, जो बंद हो गए हैं

भावी संविदाएं जो स्थितियों (पोजिशन) को प्रतिसंतुलित करके बंद कर दी गई हैं, को संगत प्राधिकारी द्वारा समय-समय पर निर्धारित कार्यविधि के अनुसार निपटारा जायेगा।

(ii) अध्याय 5 में विनियमों का परिणामी पुनःसंख्यांकन किया जाता है।

(3) अध्याय 5 में मौजूदा विनियम 5.4 (विनियम 5.5 के रूप में पुनःसंख्यांकित किया जाने वाला) को निम्नलिखित नए विनियम से प्रतिस्थापित किया जाता है :

5.4 अंतिम निपटान

फ्यूचर्स और ऑप्शन्स क्लियरिंग सदस्यों के अंतिम व्यापार दिवस को व्यापारिक अवधि समाप्त होने पर भावी संविदाओं में सभी खुली स्थितियों (पोजिशन) को संगत प्राधिकारी

द्वारा समय-समय पर निर्दिष्ट कार्यविधि के अनुसार निपटारा जायेगा।

अंतिम निपटान पूरा होने पर ऐसी भावी संविदाओं में खुली स्थितियां (पोजिशन) स्वतः समाप्त हो जाएंगी।

(4) (i) अध्याय 3 में निम्नलिखित विनियम 3.14 नए विनियम के रूप में प्रविष्ट किया जाता है :—

3.14 अन्तर्विहित प्रतिभूति में निगमित कार्रवाई के कारण व्युत्पन्न संविदाओं में स्थितियों (पोजिशन) का समायोजन

3.14.1 संगत प्राधिकारी समय-समय पर किसी अथवा सभी भावी संविदाओं और अन्तर्विहित प्रतिभूति में निगमित कार्रवाई में उत्पन्न होने वाले अथवा उसके प्रासंगिक संगत व्युत्पन्न संविदाओं के लिए निपटारा विधियां और कार्य-विधियों को समाप्त करते हुए खुली स्थितियों (पोजिशन) में असमायोजन सहित समायोजनों से संबंधित प्रावधान निर्दिष्ट कर सकता है।

3.14.2 समायोजन

समायोजन का अर्थ खुली स्थितियों (पोजिशन) और/अथवा संगत व्युत्पन्न संविदाओं में संविदा विशिष्टियों में समय-समय पर लागू नियमों, उप-नियमों और विनियमों के अनुसार अन्तर्विहित प्रतिभूति में निगमित कार्रवाई से उत्पन्न हुए अथवा उसके प्रासंगिक संशोधन होंगे और उसमें वे शामिल होंगे।

(ii) मौजूदा विनियम 3.14 को परिणामतः अध्याय 3 में विनियम 3.15 के रूप में पुनः संख्यांकित किया जाता है।

(iii) उपरोक्त संशोधन के फलस्वरूप, अध्याय 5 का विनियम 5क. 5 हटा दिया जाता है।

कृते नेशनल सिक्यूरिटीज क्लियरिंग कारपोरेशन लिमिटेड

आर० जय कुमार
सहायक कंपनी सचिव

NATIONAL SECURITIES CLEARING CORPORATION LIMITED

Regd. Office : Exchange Plaza, C-1, Block G, Bandra-Kurla Complex, Bandra (East), Mumbai-400 031

The provisions contained in NSCC (Futures & Options Segment) Regulations are amended to the extent given hereunder :—

(1) The heading of Chapter 5 is modified from “DAILY MARK TO MARKET SETTLEMENT AND FINAL SETTLEMENT OF FUTURES CONTRACTS” to “SETTLEMENT OF FUTURES CONTRACTS”

(2) (i) The following new regulation is inserted as Regulation 5.4 -

5.4 Settlement of Futures Contracts which are closed out

Futures Contracts which are closed out by offsetting positions shall be settled as per procedure prescribed by the relevant authority from time to time.

(ii) Consequential renumbering of regulations in Chapter 5 is done.

(3) The existing Regulation 5.3 (to be renumbered as Regulation 5.5) in Chapter 5 is substituted with the following new Regulation :

5.4 Final Settlement

All open positions of F&O Clearing Members in the Futures Contracts at the close of trading hours on the last trading day shall be settled as per the procedure specified by the relevant authority from time to time.

On completion of final settlement, open positions in such futures contracts shall ipso facto cease to exist.

(4) (i) The following new regulation is inserted as Regulation 3.14 in Chapter 3 :

3.14 Adjustment of positions in derivatives contracts on account of corporate actions in underlying security.

3.14.1 The Relevant Authority may from time to time specify the provisions, relating to adjustments, including non-adjustment, in open positions, discontinuing any or all futures contracts and/or settlement methods and procedures for the relevant derivatives contracts, arising out of or incidental to corporate actions in the underlying security.

3.14.2 Adjustment

Adjustment shall mean and include modification in open positions and/or contract specifications in the relevant derivatives contracts, arising out of or incidental to corporate actions in the underlying security, in accordance with the Rules, Bye-laws and Regulations in force from time to time.

(ii) The existing regulation 3.14 is consequently renumbered as Regulation 3.15 in Chapter 3.

(iii) As a consequence of above amendment, Regulation 5A 5 of Chapter 5A is deleted.

For National Securities Clearing Corporation Limited

R. JAYAKUMAR
Asstt. Company Secretary